MEMORANDUM FOR: ACL

Declass Review by
NIMA/DOD

Art,

   [   ] has reviewed the attached and
feels that it does not apply to NPIC and that
furthermore, we are better off out of this
exercise. It is directed primarily at OER,
OSR, and OCI. You will note that there is
no one listed on the attached page as "liaison
at NPIC."

   I believe we should touch base with [   ]
[   ] in the DDI office to tell him that we
don't feel that we are involved, and to ensure
that we are officially excused from this
exercise.

   If you would like, I will make the call.

_____ 1/14/70
(DATE)

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54   WHICH MAY BE USED.   (47)

MEMORANDUM FOR: John

You indicated earlier that we are well enough out of this action.

(I agree).

It would appear that we should touch base with _____ to make sure that we are officially excused and to inform Art of our actions.

Do you want to pick up on this one? If not, I'll be glad to.

_____
(DATE)

FORM NO. 101   REPLACES FORM 10-101   (47)
1 AUG 54   WHICH MAY BE USED.

88. 70

File: Reports: 1

9 JAN 1970

MEMORANDUM FOR: Members of the Intelligence Directorate
Production Council

SUBJECT   : Additional Review of Proposed
Intelligence Directorate Research
Program

1.   The attached memorandum, "Reporting and Review
of Research Activity in the Intelligence Directorate",
has been revised to reflect points raised at our 19 Dec-
ember discussion. Please communicate any comments you
have on it to the ODDI [   ] by 16 January.   25X

2.   In addition, please notify [   ] of any
changes in the attached listing of individuals respon-
sible for liaison on the research program.   25X

[   ]   25X

Acting Deputy Director for Intelligence

Attachments:
   A.   Reporting and Review of Research Activity
        in the Intelligence Directorate

   B.   Office Liaison Contacts for Directorate
        Research Program

Distribution for memorandum to Members of the Intelligence
Directorate Production Council, Subject: Additional
Review of Proposed Intelligence Directorate Research
Program

X1   DDI: ⬚ npo (9 Jan 70)

            Distribution:
              ADDI
              D/OCI
              D/OER
              D/OSR
              D/OBGI
              D/CRS
X1   ⬚
              C/SRS
              D/NPIC
              D/IAS
X1   ODDI ⬚
              ODDI Chrono

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Attachment A

MEMORANDUM

SUBJECT: Reporting and Review of Research Activity
in the Intelligence Directorate

1. The DDI is instituting a program to monitor
research in the Directorate on a more systematic basis.
The purposes of this program are:

a. to permit centralized review of research
by appropriate officers in the Intelligence
Directorate.

b. to provide a consolidated record of research
activity in process.

2. For this purpose, the scope of research activities
will be defined broadly to include projects and activities
of more than one month's duration designed to obtain a
better understanding of a situation, to develop or compile
information for future use, or to provide a thorough
exposition of a subject. The research program will not
encompass the daily process of research that analysts
conduct as part of their general assigned responsibilities,
or include short-term projects which will continue to be
monitored by daily DDI-production office contacts and by

weekly Office and monthly Directorate production reports.

3.   One of the primary objectives of the research
program is to identify and encourage exploratory and
background research as well as that focused on producing
for publication.   This type of research is essential if
the Directorate is to fulfill its responsibilities.
Office research programs should therefore include informal
or less structured research activities designed to accu-
mulate information for future reference as well as
exploratory projects designed to establish the need for
additional research or the desirability of formal publi-
cation.   Office research programs should also identify
research utilizing or developing new methodological or
technological approaches to existing problems, as well
as analyst-initiated or proposed projects fitting the
above criteria.

4.   Office research programs should also include
research activity aimed at producing finished intelligence,
including Intelligence Reports, Intelligence Memorandums,
Research Aids, Handbooks, CIWR Special Reports, and NIE
contributions.   Office research programs should include
NIS contributions, but not finished NIS publications
which are already appropriately monitored.   They should

- 2 -

also include externally requested research, including that responding to Directorate or Agency components, other agencies, and the NSC system.

5. Office research programs should be submitted to the O/DDI in two copies on a quarterly basis. The first submission should be made by 15 March 1970. Subsequent office submissions should be made quarterly, on the 15th of June, September, December, and March.

6. Office research programs should include projects underway or likely to be initiated within three months. Detail and description should be held to the minimum needed for explanation of the project. Individual listings should indicate the project's title or subject, requester, nature, and scope. Listings should indicate whether the project is for exploratory/background purposes or if it aimed at publication. If of the latter type, its planned publication format should be indicated. The principal analyst(s) involved should be identified and the status of the project, if appropriate, should be indicated. In order to obtain a rough estimate of the resources devoted to individual projects, listings should include one of the following appropriate indicators:

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SECRET

Indicator	Meaning
A	1-3 man months
B	4-6 man months
C	7-12 man months
D	over 12 man months

Research programs should also list projects completed or terminated since submission of the previous research program, identifying the publication format or explaining the reason for termination. Research programs should be organized on a geographic basis similar to that used in the monthly DDI production report. Functional and other studies should be listed under "General". In preparing research listings, the attached illustrative format should be employed.

7. Office research programs will be compiled into a composite, quarterly Directorate research program. The DDI will chair a meeting of office chiefs to review research in process, to identify gaps and problems in Directorate research efforts, and to ensure coordination of research activity both within and outside the Directorate. The meeting will also enable the DDI and other officers to suggest research relevant to particular intelligence and policy needs.

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8. The research program is designed to complement
the Directorate production reporting system. As individual
research projects come within two months of publication,
they should also be listed on weekly office production
reports. Offices, after consultation with the ODDI, may
make changes in their weekly production report to eliminate
undesirable duplication.

25

Deputy Director for Intelligence

Attachment:

  Illustrative DDI Research Program listings.

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Illustrative DDI Research Program Listings

Project	Man-Month Indicator	Initiation and Approximate Completion Date/ Publication Plans	Background/Analyst
An Assessment of Effectiveness of the Laos Air War (OER)	C	December 1969 April 1970 Possible Intel Report	Assess the amount of damage inflicted on fixed target in Laos by the US bombing program during the 1969-70 dry season.
An Econometric Model of the Taiwan Economy (OER)	B	June 1969 January 1970 Experimental	Application of econometric methods to problems of a developing economy; may result in IM.

25X1
25X1

25X1